Tewksbury Township Board of Education

173 Old Turnpike Road, Califon, NJ 07830
908-439-2010 x 4224
www.tewksburyschools.org

APPLICATION INSTRUCTIONS FOR USE OF SCHOOL BUILDINGS/GROUNDS

Before final approval can be granted, the School Superintendent's office must have in its possession the following:

1. Completed application which includes signed confirmation of receipt of Policy #1330 Use of School Facilities and Policy #5141.8 Sports Related Concussion and Head Injury.

2. Hold Harmless Agreement and updated Certificate of Insurance naming the Tewksbury Township Board of Education as an additional insured as per the language in the Hold Harmless Agreement.

3. **For Sports Team Organizations** - "Statement of Compliance with Policy #5141.8 Sports Related Concussion and Head Injury".

Submit all applications to:

Tewksbury Township Board of Education
Business Office
173 Old Turnpike Road
Califon, NJ 07830

All applications must be filed at least one month in advance.

Submit all requests through the application process - no requests will be considered by telephone request.